



Tucker Free Library
2018 NHLTA Library of the Year
31 Western Avenue
PO Box 688
Henniker, NH 03242
(603) 428-3471
www.tuckerfreelibrary.org

TUCKER FREE LIBRARY BOARD OF TRUSTEES
ANNOUNCEMENT OF TRUSTEES' MEETING & AGENDA
WEDNESDAY December 15, 2021 at 5:00 PM
In-person, Tucker Free Library - NH Room
ENTER THROUGH FRONT DOOR

ROLL CALL	Attendance
ITEM 1	Public Forum
ITEM 2	Minutes of Meeting: November 17, 2021
ITEM 3	Treasurer's Report & Financial Deliberations <ul style="list-style-type: none">• Year-to-Date Summary• Monthly Manifest• Trust Fund Accounting• Monies/Gifts to be Accepted• 2022 Budget Deliberations
ITEM 4	Director's Report
ITEM 5	End of Year Project Status
ITEM 6	Building Project Strategy Session
ITEM 7	2022 Town Meeting Calendar
ITEM 8	Other
ITEM 9	Schedule Next Meeting
ADJOURN	End Public Session
NON-PUBLIC	NEW TRUSTEE SEARCH DISCUSSION 91-A:3(II-c) Matters which, if discussed in public would likely affect adversely the reputation of any person, other than a member of the public body itself

POSTED: December 08, 2021 at [Tucker Free Library](#), [Henniker Town Hall](#), [Tucker Free Library Facebook Page](#), [Other Henniker News Outlet Facebook Page](#)

December 15, 2021	SUPPORTING DOCS	TUCKER FREE LIBRARY, TRUSTEE MEETING																									
ROLL CALL		ACTION - RECORD ATTENDANCE <table border="1" data-bbox="516 197 992 432"> <thead> <tr> <th data-bbox="516 197 846 226">MEETING PARTICIPANTS</th> <th data-bbox="846 197 992 226">PRESENT</th> </tr> </thead> <tbody> <tr><td data-bbox="516 226 846 260">John Capuco</td><td data-bbox="846 226 992 260"></td></tr> <tr><td data-bbox="516 260 846 294">Anne Crotti</td><td data-bbox="846 260 992 294"></td></tr> <tr><td data-bbox="516 294 846 327">Debra Kreutzer</td><td data-bbox="846 294 992 327"></td></tr> <tr><td data-bbox="516 327 846 361">E. Joseph Petrick</td><td data-bbox="846 327 992 361"></td></tr> <tr><td data-bbox="516 361 846 394">Frances Tain</td><td data-bbox="846 361 992 394"></td></tr> <tr><td data-bbox="516 394 846 432">Lynn Piotrowicz- DIRECTOR</td><td data-bbox="846 394 992 432"></td></tr> </tbody> </table>		MEETING PARTICIPANTS	PRESENT	John Capuco		Anne Crotti		Debra Kreutzer		E. Joseph Petrick		Frances Tain		Lynn Piotrowicz- DIRECTOR											
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ITEM 3	Treasurer's Report, PG 7 Manifest PG 8 Trust Fund Report PG 9 2022 Budget PG 10	Treasurer's Report & Financial Deliberations 1) Y-T-D Summary, Monthly Expenditure Manifest, & Trust Fund Accounting MOVE TO ACCEPT: SECONDED BY: <table border="1" data-bbox="516 911 919 1110"> <thead> <tr> <th data-bbox="516 911 727 940">TRUSTEES</th> <th data-bbox="727 911 919 940">VOTE RECORD</th> </tr> </thead> <tbody> <tr><td data-bbox="516 940 727 974">John Capuco</td><td data-bbox="727 940 919 974"></td></tr> <tr><td data-bbox="516 974 727 1008">Anne Crotti</td><td data-bbox="727 974 919 1008"></td></tr> <tr><td data-bbox="516 1008 727 1041">Debra Kreutzer</td><td data-bbox="727 1008 919 1041"></td></tr> <tr><td data-bbox="516 1041 727 1075">E. Joseph Petrick</td><td data-bbox="727 1041 919 1075"></td></tr> <tr><td data-bbox="516 1075 727 1110">Frances Tain</td><td data-bbox="727 1075 919 1110"></td></tr> </tbody> </table> 2) Monies/Gifts to Accept MOVE TO ACCEPT: SECONDED BY: <table border="1" data-bbox="516 1178 919 1377"> <thead> <tr> <th data-bbox="516 1178 727 1207">TRUSTEES</th> <th data-bbox="727 1178 919 1207">VOTE RECORD</th> </tr> </thead> <tbody> <tr><td data-bbox="516 1207 727 1241">John Capuco</td><td data-bbox="727 1207 919 1241"></td></tr> <tr><td data-bbox="516 1241 727 1274">Anne Crotti</td><td data-bbox="727 1241 919 1274"></td></tr> <tr><td data-bbox="516 1274 727 1308">Debra Kreutzer</td><td data-bbox="727 1274 919 1308"></td></tr> <tr><td data-bbox="516 1308 727 1341">E. Joseph Petrick</td><td data-bbox="727 1308 919 1341"></td></tr> <tr><td data-bbox="516 1341 727 1377">Frances Tain</td><td data-bbox="727 1341 919 1377"></td></tr> </tbody> </table> 3) 2022 Budget Deliberations		TRUSTEES	VOTE RECORD	John Capuco		Anne Crotti		Debra Kreutzer		E. Joseph Petrick		Frances Tain		TRUSTEES	VOTE RECORD	John Capuco		Anne Crotti		Debra Kreutzer		E. Joseph Petrick		Frances Tain	
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ITEM 4	United For Libraries, PG 11 Director's Bookshelf PG12	Director's Report 1) Feedback from newsletter 2) Report on conversation with USDA Community Facilities Program as identified by Senator Shaheen's office 3) United for Libraries Access (Training Session 12/14) 4) Reminder of Holiday Hours 5) Lift Annual Inspection																									
ITEM 5		End of Year Project Status 1) Additional patron computers purchased, preparing for deployment 2) Air filtration system purchased for lower level meeting room 3) Exterior electrical outlet project 4) Screen door project 5) E-Room window refurbishment project 6) ReMarkable purchase tabled in lieu of discussion on E-Room window refurbishment																									
ITEM 6		Building Project Strategy Session FROM: agenda 12.7.21-all.pdf (henniker.org) Vice Chair Hooper stated that the CIP Committee had started meeting and would be meeting tomorrow night. The Committee was looking forward to welcoming some of the Budget																									

	<p>Committee members to join and would review Rescue fleet/items with Gregory Aucoin, including moving around some items on the schedule with delivery delays over a year out. Chairman Blomback asked if department managers are included with review of the items with the Committee. Vice Chair Hooper said yes, all the department heads were communicated with, and some great information already came back, and a few departments reports still pending. Once the report is submitted, the department heads are scheduled to meet with the CIP Committee to review the report in detail.</p> <p>COMMUNICATION WITH TIA HOOPER POST-SUBMISSION</p> <p>On 11/28/2021 12:27 PM Tia Hooper <tiamhooper@gmail.com> wrote:</p> <p>Good Afternoon Lynn, I hope you had a wonderful holiday. I am currently reviewing your submission and just wanted to circle back to follow up quickly to see if you can provide the total cost estimate for the project. If possible also the cost of each item 1-4 listed under the description.</p> <p>Please do not hesitate to contact me if you have any questions. Thank you Tia [REDACTED]</p> <p>Tia the numbers haven't changed but the trustee's want to start a conversation with CIP and BOS to get the project at least listed as a part of the CIP.</p> <p>Stay warm and well Lynn</p>
<p>ITEM 7</p>	<p>2022 TOWN MEETING Calendar FROM WENDY BAKER Good morning everyone!!</p> <p>It is once again Town Report time!! This is to remind everyone that you will be submitting any reports directly to me and this year I would like them to all be in either Word or Excel format. I am not worried about font or formatting as I will convert all to fit into my design of the report. I would love submission of any photos as well that anyone would like to include. Anyone that can send their report early is encouraged to as this has become a very busy time of year for me and the sooner I can get a jump on the report the better. If you will not be submitting a report this year for whatever reason, would you please communicate that to me as well.</p> <p>The DEADLINE for submission is Friday, January 7th. Please communicate any extenuating circumstances with regard to that date because I will not be able to accept any after that date.</p> <p>I am looking forward to creating my first Town Report for Henniker (I have done many with other towns) and having it be one to remember!</p> <p>2022 Budget Calendar Commitments</p> <ol style="list-style-type: none"> 1) BAC Meeting 12/1, 12/15, 12/29 2) New Trustee Search – Dates to sign-up 1/19-1/28 3) BAC Recommendations to BOS 1/4 4) BOS Budget Review 1/18 5) BOS Public Hearing on Budget 2/1 6) Town Meeting Part 1 – 3/8 7) Town Meeting Part 2 – 3/12
<p>ITEM 8</p>	<p>Other</p>
<p>ITEM 9</p>	<p>Schedule Next Meeting:</p>
<p>ADJOURN</p>	<p>PUBLIC SESSION ADJOURNED.</p>

**ENTER
NON-PUBLIC**

PG 13-14

NEW TRUSTEE SEARCH DISCUSSION

91-A:3(II-c) Matters which, if discussed in public would likely affect adversely the reputation of any person, other than a member of the public body itself

VOTE TO ENTER NON-PUBLIC

TRUSTEES	VOTE RECORD
John Capuco	
Anne Crotti	
Debra Kreutzer	
E. Joseph Petrick	
Frances Tain	

VOTE TO SEAL MINUTES – ATTACH TO MINUTES IN SEALED ENVELOP

TRUSTEES	VOTE RECORD
John Capuco	
Anne Crotti	
Debra Kreutzer	
E. Joseph Petrick	
Frances Tain	

November 17, 2021	TUCKER FREE LIBRARY, TRUSTEE MEETING MINUTES															
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None																
ITEM 2	Minutes of Meeting: October 13, October 29 MOVE TO ACCEPT: John Capuco SECONDED BY: Deb Kreutzer <table border="1" data-bbox="349 535 974 745"> <thead> <tr> <th>TRUSTEES</th> <th>VOTE RECORD</th> </tr> </thead> <tbody> <tr> <td>John Capuco</td> <td>YES</td> </tr> <tr> <td>Anne Crotti</td> <td>YES (on 10/13), abstain (on 10/29)</td> </tr> <tr> <td>Debra Kreutzer</td> <td>YES</td> </tr> <tr> <td>E. Joseph Petrick</td> <td>YES</td> </tr> <tr> <td>Frances Tain</td> <td>YES</td> </tr> </tbody> </table>		TRUSTEES	VOTE RECORD	John Capuco	YES	Anne Crotti	YES (on 10/13), abstain (on 10/29)	Debra Kreutzer	YES	E. Joseph Petrick	YES	Frances Tain	YES		
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ITEM 4	Director's Report <ul style="list-style-type: none"> Moose Plate Grant Certificate of Board Resolution and Grant Agreement signed by Frances Tain and given to Lynn Piotrowicz MOVE TO ACCEPT: Deb Kreutzer SECONDED BY: Joe Petrick <table border="1" data-bbox="349 1207 747 1417"> <thead> <tr> <th>TRUSTEES</th> <th>VOTE RECORD</th> </tr> </thead> <tbody> <tr> <td>John Capuco</td> <td>YES</td> </tr> <tr> <td>Anne Crotti</td> <td>YES</td> </tr> <tr> <td>Debra Kreutzer</td> <td>YES</td> </tr> <tr> <td>E. Joseph Petrick</td> <td>YES</td> </tr> <tr> <td>Frances Tain</td> <td>YES</td> </tr> </tbody> </table> 2022 Holiday Bank Approval – group reviewed holiday banking tracker for staff and approved it for use 		TRUSTEES	VOTE RECORD	John Capuco	YES	Anne Crotti	YES	Debra Kreutzer	YES	E. Joseph Petrick	YES	Frances Tain	YES		
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ITEM 5	Policies <ul style="list-style-type: none"> Suggested Policy Addition (Allow for Virtual Attendance) – Governance: 2nd reading. Group discussed addition of verbiage to Board of Trustees Section 1 Governance policy (as advised by the NH Municipal Association) to allow some virtual attendance to regularly scheduled Board meetings (physical quorum at library would still need to be maintained). Group moved to accept wording and add to policy. Library closure policy: Group discussed and decided that Lynn will call John Capuco in the event of a potential library closure to discuss whether to close or open. Lynn and John are authorized to decide on closure per each event. 															
ITEM 6	Building Project Strategy Session <ul style="list-style-type: none"> CIP submission form <ul style="list-style-type: none"> Lynn received an extension from Tia Hooper, Chair of the Henniker Capital Improvement Program (CIP) Committee, to return CIP submission form on 11/18/21. Group reviewed, discussed, and revised draft wording regarding the “Library Accessibility and Safety Project” to be included in the library’s CIP submission form. Lynn will share final draft of the CIP form with the Board on 11/18 in the morning and will submit the form to the CIP Committee by noon. “TFL Accessibility and Safety Project Recap and Update, Nov. 2021” – advocacy/information campaign 															

	<ul style="list-style-type: none"> Group reviewed a draft of the “TFL Accessibility and Safety Project Recap and Update, Nov. 2021”, prepared by Deb Kreutzer, to inform/remind the community of the history and status of the Accessibility and Safety Project. We will publish this letter in the TFL newsletter, post it on the TFL website, and request that Joe Devine include it in the Town newsletter. 												
ITEM 7	Preliminary 2022 Budget Discussion <ul style="list-style-type: none"> Lynn, John, and Anne attended the 11/6/21 Budget Advisory Committee meeting. They debriefed the rest of the Board as to results of that meeting. As of 11/17/21, updated information (e.g., the Town COLA rate) is now available that was not available prior to the 11/6 meeting. Based on latest information, we will revise the 2022 budget. 												
ITEM 8	Other <ul style="list-style-type: none"> Blinds – deposit was paid 11/16 to Sunapee Blinds New patron computers have been ordered Need to start planning for replacement of Anne Crotti on the Board, identify potential candidates to get on Jan 2022 ballot 												
ITEM 9	Schedule Next Meeting: 12/15/21, 5:00pm												
ADJOURN PUBLIC SESSION 6:52pm	MOVE TO ADJOURN MEETING BY: John Capuco SECONDED BY: Deb Kreutzer <table border="1" data-bbox="349 604 755 808"> <thead> <tr> <th>TRUSTEES</th> <th>VOTE RECORD</th> </tr> </thead> <tbody> <tr> <td>John Capuco</td> <td>YES</td> </tr> <tr> <td>Anne Crotti</td> <td>YES</td> </tr> <tr> <td>Debra Kreutzer</td> <td>YES</td> </tr> <tr> <td>E. Joseph Petrick</td> <td>YES</td> </tr> <tr> <td>Frances Tain</td> <td>YES</td> </tr> </tbody> </table> RECORDING SECRETARY: Fran Tain	TRUSTEES	VOTE RECORD	John Capuco	YES	Anne Crotti	YES	Debra Kreutzer	YES	E. Joseph Petrick	YES	Frances Tain	YES
TRUSTEES	VOTE RECORD												
John Capuco	YES												
Anne Crotti	YES												
Debra Kreutzer	YES												
E. Joseph Petrick	YES												
Frances Tain	YES												

TREASURER'S REPORT

January 2021 through December 2021 (11092021-12082021)

		Selected Period	Budgeted	
4-0000	Income			
4-1000	Town Appropriation remains 2020	\$11,341.00		
	Town Appropriation - 2021	\$0.00	\$18,293.00	\$18,293.00
4-1010	Heating Oil Appropriation	\$2,748.11	\$3,418.00	\$669.89
4-2000	Personnel Appropriation	\$164,179.71	\$195,386.00	\$31,206.29
4-3510	Contribution Overdue	\$139.74	\$139.74	\$0.00
4-3520	Copier	\$592.86	\$592.86	\$0.00
4-3540	Non-Resident Cards	\$50.00	\$50.00	\$0.00
4-3550	Overdue Processing Fee	\$5.00	\$5.00	\$0.00
4-3560	Damaged/Lost Books	\$120.77	\$120.77	\$0.00
4-5010	Willis Cogswell Fund	\$20,552.90	\$19,757.00	(\$795.90)
4-5020	Town Trust Funds	\$11,062.48	\$11,062.48	\$0.00
4-5030	Established TrustFund Donation	\$750.00	\$750.00	\$0.00
4-5050	General Purpose Donation	\$384.00	\$384.00	\$0.00
4-6000	Sale of Surplus	\$111.00	\$111.00	\$0.00
4-6020	Reimbursed Purchase (BOTMOM)	\$171.00	\$171.00	\$0.00
4-6095	Friends of Tucker Free Library	\$40.00	\$40.00	\$0.00
4-7020	NHHC Speaker Reimbursement	\$1,600.00	\$1,600.00	\$0.00
4-9600	ARPA - Round 1	\$1,543.00	\$1,543.00	\$0.00
4-9605	Steam Kit	\$814.59	\$814.59	\$0.00
6-0000	Expenses			
6-1010	Heating Oil Appropriation	\$2,748.11	\$3,418.00	\$669.89
6-2000	Personnel Appropriation	\$164,179.71	\$195,386.00	\$31,206.29
6-2020	Meetings/Membership/Mileage	\$210.00	\$0.00	(\$210.00)
6-2030	Staff Development	\$44.56	\$100.00	\$55.44
6-3000	Books	\$14,252.73	\$16,000.00	\$1,747.27
6-3010	Audio Books	\$1,069.94	\$1,500.00	\$430.06
6-3020	Periodicals	\$323.87	\$1,000.00	\$676.13
6-3030	DVD - Appropriation Fund	\$561.49	\$750.00	\$188.51
6-3035	DVD - Fine Revenue	\$226.31	\$224.04	(\$2.27)
6-4000	General Maintenance	\$4,043.50	\$9,500.00	\$5,456.50
6-4010	Building Repairs	\$6,228.08	\$3,900.00	(\$2,328.08)
6-4020	Utilities	\$6,331.88	\$7,582.00	\$1,250.12
6-4030	Supplies	\$3,615.58	\$3,375.00	(\$240.58)
6-4035	COVID RELATED SUPPLIES	\$1,616.18	\$1,000.00	(\$616.18)
6-5010	Technical Maintenance	\$259.00	\$500.00	\$241.00
6-5020	Equipment	\$7,092.89	\$0.00	(\$7,092.89)
6-6000	Library Programs - Contracted	\$4,337.64	\$4,006.00	(\$331.64)
6-6020	Reimbursed Purchase (BOTMOM)	\$171.38	\$171.00	\$0.00
6-6095	Friends of Tucker Free Library	\$40.00	\$40.00	\$0.00
6-7020	NHHC Speaker Reimbursed	\$1,600.00	\$1,600.00	\$0.00
6-9600	ARPA - Round 1	\$1,543.00	\$1,543.00	\$0.00
6-9605	Steam Kit	\$814.59	\$814.59	\$0.00

Tucker Free Library MANIFEST FOR APPROVAL

11/10/2021 To 12/08/2021

BILLS PAID		ID#	Acct#	Account Name	Debit	Credit
CD	10-Nov-21	Eversource 5415 5415	1-1100 6-4020	General Checking Account Utilities		\$168.79
					\$168.79	
CD	10-Nov-21	Comcast 5417 5417	1-1100 6-4020	General Checking Account Utilities		\$118.44
					\$118.44	
CD	10-Nov-21	Citizens Bank 5418 5418	1-1100 6-5010	General Checking Account Technical Maintenance		\$99.00
					\$99.00	
CD	17-Nov-21	Baker & Taylor 5413 5413 5413	1-1100 6-3000 6-3010	General Checking Account Books Audio Books	\$1,703.58 \$173.19	\$1,876.77
CD	17-Nov-21	Ebsco 5414 5414	1-1100 6-3020	General Checking Account Periodicals		\$323.87
					\$323.87	
CD	17-Nov-21	Graham Pendlebury 5416 5416	1-1100 6-7015	General Checking Account Moose Plate Grant		\$1,600.00
					\$1,600.00	
CD	23-Nov-21	Sunapee Shade and Blind 5419 5419	1-1100 6-4010	General Checking Account Building Repairs		\$5,959.84
					\$5,959.84	
CD	1-Dec-21	Air Cleaners Inc 5420 5420	1-1100 6-4035	General Checking Account COVID RELATED SUPPLIES		\$1,047.15
					\$1,047.15	
CD	1-Dec-21	SYNCB/Amazon 5421 5421 5421 5421 5421	1-1100 6-3030 6-3000 6-5020 6-4030	General Checking Account DVD - Appropriation Fund Books Equipment Supplies	\$86.92 \$50.54 \$1,970.00 \$39.93	\$2,147.39
CD	1-Dec-21	TDS 5422 5422	1-1100 6-4020	General Checking Account Utilities		\$37.64
					\$37.64	
CD	1-Dec-21	TDS 5423 5423	1-1100 6-4020	General Checking Account Utilities		\$42.98
					\$42.98	
Grand Total:					\$13,421.87	\$13,421.87
DEPOSITS		ID#	Acct#	Account Name	Debit	Credit
CR	23-Nov-21	CR000355 CR000355 CR000355 CR000355	1-1100 4-3510 4-3520 4-6000	General Checking Account Contribution Overdue Copier Sale of Surplus	\$52.00	\$11.00 \$23.00 \$18.00
CR	30-Nov-21	CR000356 CR000356 CR000356	1-1100 4-3520 4-3560	General Checking Account Copier Damaged/Lost Books	\$39.81	\$25.00 \$14.81
Grand Total:					\$91.81	\$91.81

TRUST FUND ACCOUNTING

Charter Trust

				12/31/2018	12/31/2019	12/31/2020	3/31/2021	9/30/2021	12/7/2021
SUBFUND	Starting Balance	12/31/2013	% of Fund						
Cammett, Helen	\$ 5,001.13	\$ 6,506.69	3.15	\$ 7,217.58	\$ 8,399.62	\$ 8,969.98	\$ 9,047.78	\$ 9,490.87	\$ 9,939.23
Childs, Anna	\$ 7,247.14	\$ 9,109.37	4.41	\$ 10,104.61	\$ 11,759.47	\$ 12,557.97	\$ 12,666.89	\$ 13,287.21	\$ 13,914.92
Soderstrom, Ann	\$ 189,147.45	\$ 182,352.64	88.28	\$ 202,275.59	\$ 235,402.82	\$ 251,387.27	\$ 253,567.60	\$ 265,985.27	\$ 278,550.77
TD Bank Refund	\$ 7,111.97	\$ 8,592.97	4.16	\$ 9,531.79	\$ 11,092.84	\$ 11,846.07	\$ 11,948.81	\$ 12,533.97	\$ 13,126.09
Total of Funds	\$ 208,507.69	\$ 206,561.67	100%	\$229,129.58	\$266,654.76	284,761.29	287,231.08	301,297.32	315,531.00

TD Bank

Willis Cogswell - QTRLY REPORTING	\$ 407,576.11	\$ 341,727.77	\$ 387,192.97	\$ 407,824.58	\$ 410,711.63	\$ 426,083.10
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TRUSTEES OF TOWN TRUST FUNDS MANAGED	EXPENDITURE CATEGORY	RECEIVED 2020	BALANCE 12/31/19	EXPENDED 2020	DONATIONS TO 2020	DEPOSIT TO TRUST FUND	BALANCE 12/31/2020	REC'D 2021	\$ TO SPEND 2021	Y-T-D Spent	Balance Remaining
L.A. Cogswell	LIBRARY OPERATIONS	\$ 1,777.48	\$ -	\$ 1,459.54				\$ 1,472.54	\$ 1,472.54	\$ 1,472.54	\$ -
Dr. Francis O. Holmes	MEMORIAL BOOKS	\$ 138.38	\$ 30.02	\$ 69.74			\$ 98.66	\$ 114.64	\$ 213.30	\$ 178.65	\$ 34.65
D.W. & E. Cogswell	LIBRARY OPERATIONS	\$ 1,151.78	\$ -	\$ 945.76				\$ 954.18	\$ 954.18	\$ 954.18	\$ -
A.D. Huntoon	LIBRARY OPERATIONS	\$ 78.82	\$ -	\$ 64.73				\$ 65.29	\$ 65.29	\$ 65.29	\$ -
Marjorie B. Bennett	MEMORIAL BOOKS	\$ 765.58	\$ 196.12	\$ 531.97			\$ 429.73	\$ 634.23	\$ 1,063.96	\$ 875.32	\$ 188.64
Scott J. Berry	MEMORIAL BOOKS	\$ 136.81	\$ 356.02	\$ 40.42			\$ 452.41	\$ 113.34	\$ 565.75	\$ 46.44	\$ 519.31
Mary F. Kjellman	MEMORIAL BOOKS	\$ 214.77	\$ 122.42	\$ 68.73	\$ 275.00	\$ 275.00	\$ 268.46	\$ 180.96	\$ 449.42	\$ 88.33	\$ 361.09
James W. Doon	MEMORIAL BOOKS	\$ 63.74	\$ 395.37	\$ -			\$ 459.11	\$ 52.79	\$ 511.90	\$ 36.60	\$ 475.30
Preston Fund	LIBRARY OPERATIONS	\$ 801.79	\$ -	\$ 658.37				\$ 664.23	\$ 664.23	\$ 664.23	\$ -
Alice V. Colby	LIBRARY OPERATIONS	\$ 23.70	\$ -	\$ 19.47				\$ 19.65	\$ 19.65	\$ 19.65	\$ -
George W. Tucker	LIBRARY OPERATIONS	\$ 7,535.66	\$ -	\$ 6,187.71				\$ 6,242.82	\$ 6,242.82	\$ 6,242.82	\$ -
Robert N. Fitch	MEMORIAL TECHNOLOGY	\$ 507.09	\$ 1,137.91	\$ -	\$ 300.00	\$ 300.00	\$ 1,645.00	\$ 440.86	\$ 2,085.86	\$ -	\$ 2,085.86
Walter K. Robinson	MEMORIAL BOOKS	\$ 123.58	\$ 12.53	\$ 23.81			\$ 112.30	\$ 106.96	\$ 219.26	\$ 140.21	\$ 79.05
		\$ 13,319.18	\$ 2,250.39	\$ 10,070.25			\$ 3,465.67	\$ 11,062.49	\$ 14,528.16	\$ 10,784.26	\$ 3,743.90

ACCOUNT NUMBER	ACCOUNT TITLE	2022 REQUESTED +27% ON SELECT LINE ITEMS	2021 FINAL	2021 REQUESTED
LIBRARY				
Expenses Managed By Town				
4550-110	Library - Wages (Includes Longevity, Merit, 1.2%COLA)	\$ 168,048.76	\$ 153,756.00	\$ 158,789.00
4550-211	Library - Benefit Insurance	\$ 16,853.00	\$ 17,878.00	\$ 17,878.00
4550-220	Library - FICA	\$ 12,354.08	\$ 11,944.02	\$ 12,147.00
4550-230	Library - Retirement	\$ 11,358.00	\$ 9,333.14	\$ 9,333.00
4550-523	Library - Workers Comp/Unemp Ins	\$ 875.64	\$ 875.64	\$ 876.00
Additional Personnel				
6-2020	Library Membership, Mileage	\$ 150.00	\$ 150.00	\$ 150.00
6-2030	Library Staff Development	\$ 100.00	\$ 100.00	\$ 100.00
Collection Development				
6-3010	Library Acquisitions - Audio Books	\$ 1,500.00	\$ 1,500.00	\$ 1,200.00
6-3007	Library Acquisitions - Downloadable	\$ -	\$ -	\$ -
6-3000	Library Acquisitions - Books	\$ 16,000.00	\$ 16,000.00	\$ 14,000.00
6-3020	Library Acquisitions - Periodicals	\$ 1,000.00	\$ 1,000.00	\$ 400.00
6-3030	Library Acquisitions - Video Appropriation	\$ 750.00	\$ 750.00	\$ 750.00
6-3035	Library Acquisitions - Video Fine Revenue	\$ -	\$ -	\$ 224.00
Facility Maintenance				
6-4000	Library General Maintenance - Janitorial	\$ 12,065.00	\$ 9,500.00	\$ 19,500.00
6-4010	Library General Maintenance - Repairs	\$ 3,900.00	\$ 3,900.00	\$ 3,900.00
6-4020	Library Contracted Services - Building Safety & Utilities	\$ 11,897.60	\$ 11,000.00	
	Security Monitoring	\$ 408.00		
	Annual Lifts Inspection	\$ 500.00		
	Annual Fire Extinguisher Inspection	\$ 35.00		
	Annual Fire/Safety System Inspection	\$ 350.00		
6-4020	PO BOX Rental	\$ 76.00		
	Heating	\$ 4,302.00	\$ 3,418.20	\$ 3,418.20
	Electric	\$ 3,009.00		
	Water	\$ 227.60		
	Sewer	\$ 480.00		
	Phone	\$ 1,094.00		
	Internet	\$ 1,416.00		
6-4030	Library Building Maintenance - Supplies	\$ 4,445.00	\$ 3,375.00	\$ 4,500.00
6-4035	COVID Related Supplies/Expenses	\$ 500.00	\$ 1,000.00	
Technology Equipment & Maintenance				
6-5010	Library Technical Maintenance	\$ 500.00	\$ 500.00	\$ 500.00
6-5020	Library Technical Equipment/Software		\$ -	\$ -
Programs, Speakers, Supplies				
6-6000	Library Contract Services - Technology			
	Library Circulation System	\$ 1,950.00	\$ 1,950.00	\$ 1,950.00
	Annual Payment to NH Downloadable	\$ 1,939.00	\$ 1,956.00	\$ 1,956.00
	Annual Website Fees	\$ 250.00		\$ -
	ZOOM Platform	\$ 149.90		
6-6010	Library Programs - Speakers & Supplies	\$ -	\$ -	\$ 350.00
	TOTAL OPERATION BUDGET	\$ 266,585.98	\$ 247,917.00	
	PROJECTED REVENUE	\$ 30,000.00	\$ 30,819.00	
	APPROPRIATION REQUEST	\$ 236,585.98	\$ 217,098.00	
			\$ 14,000.00	Selectmen Reduction
			\$ 231,098.00	
	1.2% COLA			
		MERIT INCREASE	\$ 5,890.16	
		1.2% COLA INCREASE	\$ 1,845.07	
		LONGEVITY BONUS	\$ 2,500.00	
			\$ 10,235.23	
			\$ 168,048.76	



UNITED FOR LIBRARIES

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Welcome to free access to United for Libraries resources, provided by New Hampshire State Library.

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Code: 72NH8206

Contact us

 312-280-2161

 united@ala.org

United for Libraries
Association of Library Trustees,
Advocates, Friends and Foundations 

TUCKER FREE LIBRARY
ARCHITECTURAL
FEASIBILITY STUDY
2018
PROJECT ARCHIVE

TUCKER FREE LIBRARY
PHASE 2
Pre-Construction
Design & Estimating
2019
PROJECT ARCHIVE

2020-Present
PROJECT ARCHIVE

CAPITAL CHARGE

TOMMY BURG PROJECT

NIHON (real time)
LIBRARY 2019

TUCKER FREE
LIBRARY
Trustee Meeting
Minutes
2018 - Present

EDM 2019

LIB ADMIN EMERGENCY
MANAGEMENT

FRIENDS

BOARD MFG

Tucker Free Library
 Board of Trustees
 Minutes for a Non-Public Session

Date: 12/15/2021 **Present:** John Capuco Y N
 Anne Crotti Y N
 Debra Kreutzer Y N
 E. Joseph Petrick Y N
 Frances Tain Y N

Motion to enter NON-PUBLIC Session made by _____ Seconded by _____

CHECK THE Specific STATUTORY REASON cited as foundation for the NON-PUBLIC Session:

	RSA 91-A:3 II(a) – The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.
	RSA 91-A:3 II(b) – The hiring of any person as a public employee.
XXX	RSA 91-A:3 II(c) – Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board , unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.
	RSA 91-A:3 II(d) – Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.
	RSA 91-A:3 II(e) – Consideration or negotiation of pending claims or litigation which has been threaten in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled.
	RSA 91-A:3 II(i) – Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.
	RSA 91-A:3 II(j) -- Consideration of confidential, commercial, or financial information that is exempt from public disclosure under RSA 91-A:5, IV in an adjudicative proceeding pursuant to RSA 541 or RSA 541-A.

ROLL CALL VOTE to ENTER NON-PUBLIC SESSION:

John Capuco Y N
 Anne Crotti Y N
 Debra Kreutzer Y N
 E. Joseph Petrick Y N
 Frances Tain Y N

ENTERED NON-PUBLIC SESSION AT: _____AM/PM

Other persons present during non-public session:

Description of matter discussed and final decision made:

Note: Under RSA 91-A:3 III. Minutes of proceedings in non-public session shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in non-public session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person **other than a member of this board**, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.

Motion to leave NON-PUBLIC Session made by _____ Seconded by _____

MOTION: PASSED DID NOT PASS (circle one)

Public session reconvened at _____AM/PM

Motion made to seal these minutes? If so, motion made by _____ Seconded by _____ because it is determined that divulgence of this information would likely:

	Affect adversely the reputation of any person other than a member of the board, or
	Render the proposed action ineffective. Or
	Pertains to preparation or carrying out of actions regarding terrorism.

ROLL CALL VOTE to SEAL MINUTES:

John Capuco	Y	N
Anne Crotti	Y	N
Debra Kreutzer	Y	N
E. Joseph Petrick	Y	N
Frances Tain	Y	N

MOTION: PASSED DID NOT PASS (circle one)

These minutes recorded by: